



INSTRUCTIONS AND DEADLINES FOR JOINING LEAPFROG'S NHSN GROUP FOR ASCS

Change Summary since Release

April 13, 2020:

Updated the reporting period for Leapfrog's October and December NHSN data downloads from 07/01/2019 – 06/30/2020 to 01/01/2019 – 12/31/2019. This update is based on CMS' [announcement](#) that ASC quality reporting to NHSN is optional for all facilities from January 1 to June 30, 2020. Leapfrog will continue to download SSI and SDOM data from NHSN four times during the 2020 Survey Cycle to account for new ASCs that join our NHSN group and submit the Leapfrog ASC Survey. Facilities should continue to download their reports on each of the published dates to verify their data.

The last NHSN download date will be on December 18, 2020. That data will be included in Survey Results for facilities that submit a Leapfrog ASC Survey by the Late Submission Deadline of December 31, 2020 (updated from November 30). Updated measure specifications may be reviewed on page 101 the hard copy of the Survey.



Joining Leapfrog's NHSN Group for ASCs is one of two options for authenticating your center for the purposes of requesting a [security code](#) to access the [Online ASC Survey Tool](#).

In addition, ambulatory surgery centers (ASCs) are required to join Leapfrog's National Healthcare Safety Network (NHSN) Group for ASCs (Group ID: 57193) in order for Leapfrog to pull data on the following measures included in Section 4B NHSN Outpatient Procedure Component Module of the 2020 Leapfrog ASC Survey:

- Same day outcome measures: patient burns, falls, "wrong" event, and all-cause hospital transfer/admission
- Surgical Site Infections for breast surgery (BRST), laminectomy (LAM), herniorrhaphy (HER), and knee prosthesis (KPRO) using an All SSI SIR model

Leapfrog will also be downloading a copy of a facility's 2019 Outpatient Procedure Component (OPC) Ambulatory Surgery Center (ASC) Annual Facility Survey.

Data will be available on the ASC Details Page, as well as scored and [publicly reported](#) by Leapfrog, starting in September* for facilities that:

- Join Leapfrog's NHSN Group for ASCs and review/accept Leapfrog's Data Rights Template by August 20**,
- Enter a valid NHSN ID in the Profile Section of the 2020 Leapfrog ASC Survey, and
- Complete, affirm, and submit the 2020 Leapfrog ASC Survey by August 31

For all other data downloads, NHSN data will be available on the ASC Details Page on the same date as public release.

* 2020 Leapfrog ASC Survey Results will be scored and publicly reported beginning in September as part of Leapfrog's [COVID-19 response](#).

** Facilities are not required to "re-join" Leapfrog's NHSN Group if they joined and conferred rights for the 2019 Leapfrog ASC Survey. Facilities must review their Rights Acceptance Report by the first NHSN join-by date of each Survey Cycle.



DEADLINES FOR JOINING LEAPFROG’S NHSN GROUP FOR ASCs

Join by	Leapfrog will download data from NHSN for all current group members	Data downloaded from NHSN will be scored and publicly reported for ASCs that have submitted a Survey by	SDOM and SSI Reporting Period	Available on ASC Details Page and Public Reporting Website
June 22, 2020	June 23, 2020	N/A*	01/01/2019 – 12/31/2019	N/A*
August 20, 2020	August 21, 2020	August 31, 2020	01/01/2019 – 12/31/2019	September 2020
October 22, 2020	October 23, 2020	October 31, 2020	01/01/2019 – 12/31/2019	November 6, 2020
December 17, 2020	December 18, 2020	December 31, 2020	01/01/2019 – 12/31/2019	January 8, 2021

* 2020 Leapfrog ASC Survey Results will be scored and publicly reported beginning in September as part of Leapfrog’s [COVID-19 response](#).

Leapfrog will download NHSN data four times per Survey Cycle (April 1 – December 31), according to the dates and reporting periods listed in the table above.

Beginning with the 2020 Leapfrog ASC Survey, ASCs will be publicly reported as “Declined to Respond” for the same day outcome measures and SSIs if they fail to join Leapfrog’s NHSN Group for ASCs, provide a valid NHSN ID in the Profile Section of their 2020 Leapfrog ASC Survey, and submit a 2020 Leapfrog ASC Survey.

Leapfrog recommends that ASCs follow the instructions provided in the Reference Information for Section 4B in the hard copy of the ASC Survey and save copies of the 2019 Outpatient Procedure Component (OPC) Ambulatory Surgery Center (ASC) Annual Facility Survey and NHSN Reports on the same day that Leapfrog will be pulling the data from NHSN for all current group members.

INSTRUCTIONS FOR JOINING LEAPFROG'S NHSN GROUP FOR ASCs

Note: ASCs are required to join Leapfrog's NHSN Group for ASCs if using this option to obtain a security code. ASCs must be enrolled in NHSN ([Step 1](#)) and the Outpatient Procedure Component ([Step 2](#)) before joining Leapfrog's NHSN Group for ASCs ([Step 3](#)).

You must have Administrator rights to complete the steps below.

STEP 1: ENROLL IN NHSN

Applies to ASCs that are not currently enrolled in NHSN.

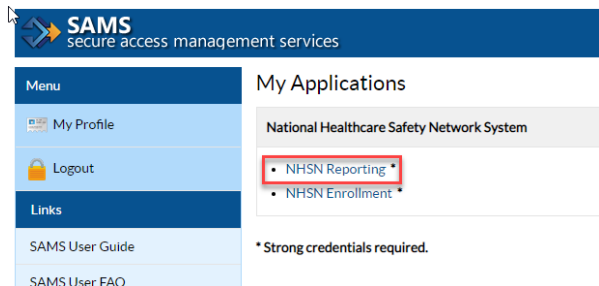
1. Enroll in NHSN by following the enrollment steps outlined by NHSN at <https://www.cdc.gov/nhsn/ambulatory-surgery/enroll.html>.
2. Complete the set-up instructions at <https://www.cdc.gov/nhsn/ambulatory-surgery/setup.html>.

ASCs that are already enrolled and have completed the set-up in NHSN can skip to Step 2.

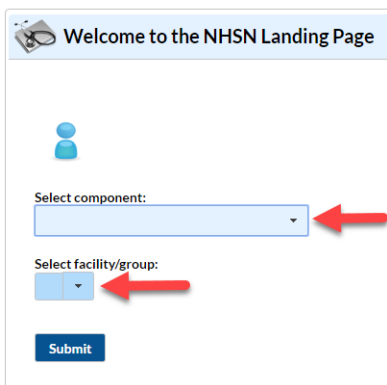
STEP 2: ADD THE OUTPATIENT PROCEDURE COMPONENT (OPC)

Applies to ASCs that are enrolled in NHSN, but only using the Healthcare Personnel Safety Component (HCP) to report healthcare personnel vaccination data and/or not already enrolled in the OPC.

1. Log into NHSN (needs to be someone with Administrator rights): <https://sams.cdc.gov/>
2. Once logged in, select "NHSN Reporting"



3. Select the component your facility has access to, select your Facility, and then “Submit”



4. Add the Outpatient Procedure Component (OPC) module. Select “Facility”, then “Add/Edit Component”. Select “Outpatient Procedure” and “Update”



Components Followed

Follow/ Followed	Component	Activated	Deactivated	Agreement Accepted	View Agreement
<input type="checkbox"/>	Biovigilance				
<input type="checkbox"/>	Dialysis				
<input type="checkbox"/>	Healthcare Personnel Safety				
<input type="checkbox"/>	Long Term Care Facility				
<input checked="" type="checkbox"/>	Outpatient Procedure	12/04/2018		Y	View Agreement
<input type="checkbox"/>	Patient Safety				

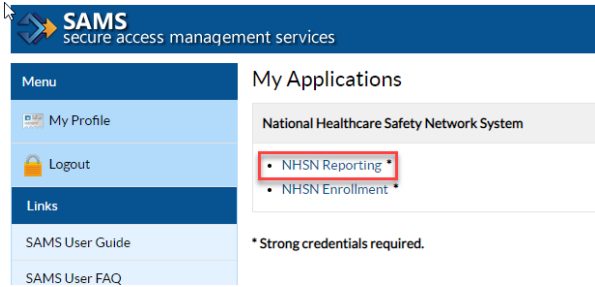
5. Complete an OPC ASC Annual Facility Survey.

ASCs that are already enrolled in NHSN and were participating in the Patient Safety Component for SSI surveillance are automatically enrolled in the new OPC and can skip to Step 3.

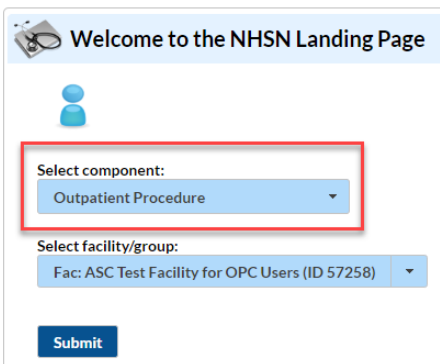
STEP 3: JOIN LEAPFROG’S NHSN GROUP FOR ASCS

Applies to all ASCs that want to use NHSN as their authentication method and have Leapfrog pull data on measures included in Section 4B NHSN Outpatient Procedure Component Module of the 2020 Leapfrog ASC Survey.

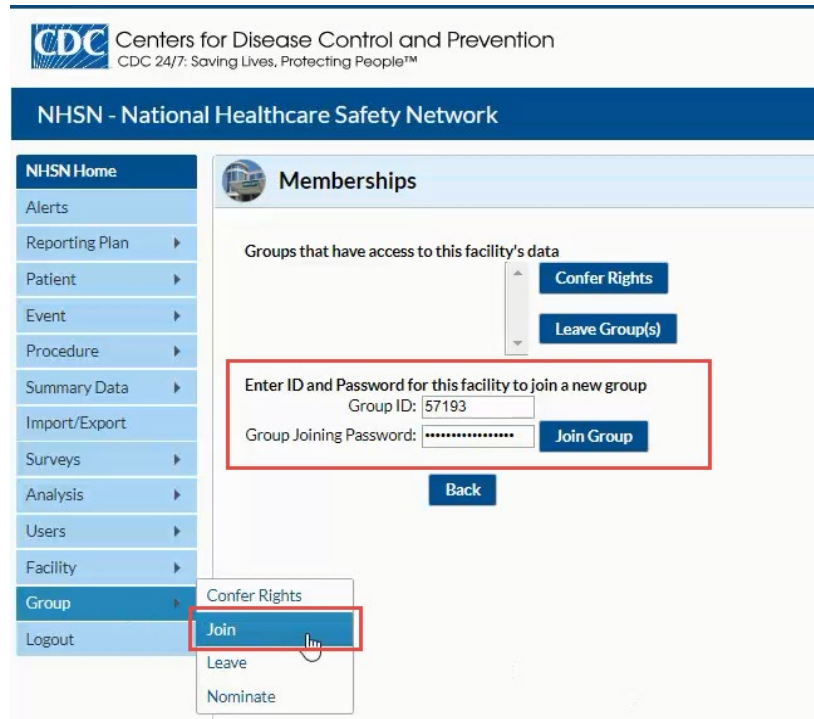
1. Log into NHSN (needs to be someone with Administrator rights): <https://sams.cdc.gov/>
2. Once logged in, select “NHSN Reporting”



3. Select "Outpatient Procedure" for the component, select your Facility, and then "Submit"

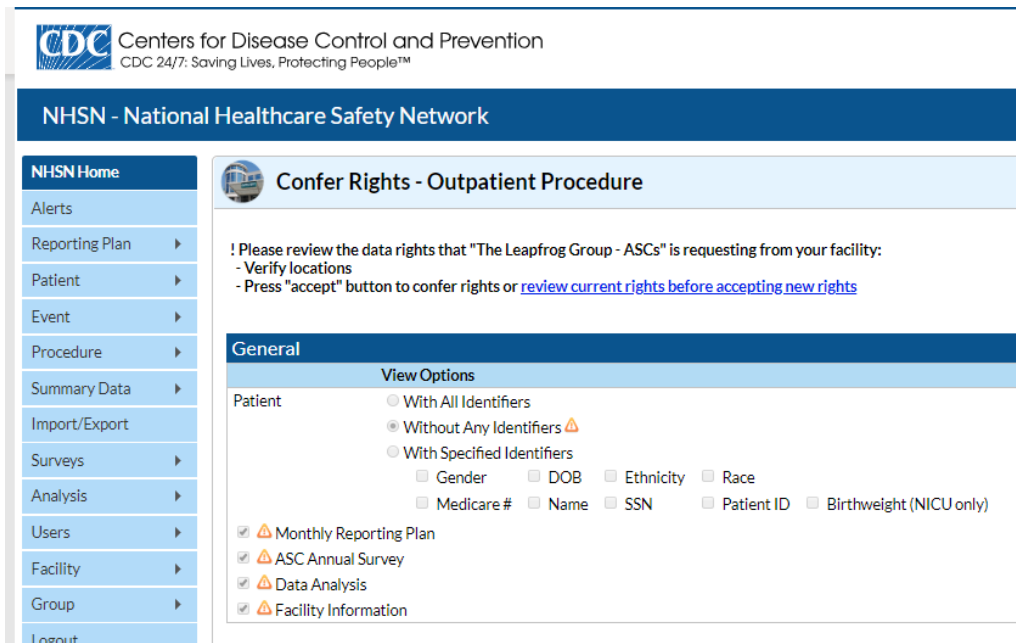


4. Select "Group" and then "Join"



5. Enter the following:
 - a. Group ID: **57193**
 - b. Group Joining Password: **LeapfrogASCsurvey**


6. Select “Join Group” button
7. After agreeing to the message, you will be brought to the “Confer Rights-Outpatient Procedure” screen where you will see the data that Leapfrog is requesting access to.



Note: Leapfrog’s Data Rights Template was last updated on November 20, 2018.

8. You will need to review the requested information and select “Accept” at the bottom of the screen in order to share your data with Leapfrog. Users will be prompted to review and accept the Data Rights Template any time Leapfrog makes updates to the data they are requesting access to. Failure to accept these changes means that Leapfrog will no longer be able to obtain data for your facility and your facility will be reported as "Declined to Respond" for measures in Section 4.

Events							N/A
Includes Applicable Denominators and "No Events" Indicators							
Plan	Month	Year	Month	Year	Event		
In	January	2018	To		OPSDOM - Same Day Outcome Measures	<input type="checkbox"/>	
In	January	2018	To		OPSSI - Surgical Site Infection	<input type="checkbox"/>	
	Procedure: (ALL)				Setting: <input checked="" type="checkbox"/> OUT		

- a. and indicate that the relevant piece of data is being requested by the Group.
- b. The  icon indicates areas of the data rights template that have changed (either a new request or the Group has removed the request).
- c. The Group will specify criteria for plan status, time period, and event or denominator type for events and denominators.
- d. Please leave the N/A boxes blank and unchecked.
- e. The Data Rights Template will automatically include all applicable procedures. The facility must select the “Accept” button at the bottom of the screen in order to accept the template of data rights and share data with Leapfrog.



Events
Includes Applicable Denominators and "No Events" Indicators

Plan	Month	Year	To	Month	Year	Event	N/A
In	January	2018	To			OPSDOM - Same Day Outcome Measures	<input type="checkbox"/>
In	January	2018	To			OPSSI - Surgical Site Infection	<input type="checkbox"/>
	Procedure: (ALL)					Setting: OUT	

Important Note: ASCs must provide an accurate NHSN ID in the Profile Section of their Survey and submit a 2020 Leapfrog ASC Survey.

For more information on the OPC, please see: <https://www.cdc.gov/nhsn/pdfs/newsletters/opc-nl-nov18-508.pdf>. More detailed instructions on joining groups in NHSN and accepting the data requested are available here: <http://www.cdc.gov/nhsn/pdfs/groups-startup/joining-current.pdf>